
WHAT YOU CAN ACCESS

The Department of Corrections must disclose the following information about a specific offender:

- Name and KDOC Registration Number;
- Physical description (date of birth, height, weight, hair and eye color, body markings, including photograph);
- Conviction history (crime(s) of conviction, county, case number);
- Sentence structure (individual sentences, controlling sentence, sentence begins date, anticipated guidelines release date, parole eligibility, conditional release, expiration of sentence);
- Location (current location and facility movements, including movement dates, location of parole office maintaining supervision, and address of releasee whose crime was committed after May 29, 1997. This does not include the location of an inmate housed in another state under provisions of the interstate corrections compact. The Secretary of Corrections has discretion not to release this information for security purposes);
- Custody or supervision level;
- Institutional disciplinary record (violations for which offender was found guilty);
- Conditions of supervision (excluding special conditions pertaining to mental health or substance abuse counseling); and
- Supervision condition violation(s) actually resulting in revocation.

In addition to the public information identified above, the other kinds and classes of public records and information which the Department of Corrections must disclose in response to a request made under KORA are: statutes, regulations, policies, minutes/records of open meetings, salaries of public officials and agency budget documents.

FOR MORE INFORMATION:

You may submit a written request for access to public records to:

Bill Miskell
Freedom of Information Officer/
Public Information Officer
Kansas Department of Corrections
900 S.W. Jackson, 4th Floor
Topeka, Kansas 66612-1284

Email: kdocpub@doc.ks.gov

Or you may call: (785) 291-3052 or toll-free (for Kansas or Missouri callers) at (888) 317-8204.



KANSAS DEPARTMENT OF CORRECTIONS

Mission Statement

The Department of Corrections, as part of the criminal justice system, contributes to the public safety and supports victims of crime by exercising safe and effective containment and supervision of inmates, by managing offenders in the community, and by actively encouraging and assisting offenders to become law-abiding citizens.

OPEN RECORDS AND PUBLIC INFORMATION

The following are important points concerning the Kansas open records law. It is declared to be the public policy of the state that public records shall be open for inspection by any person unless otherwise provided by law, and the open records law shall be liberally constructed and applied to promote such policy. This brochure pertains to the law in effect on July 1, 2000.

THE OPEN RECORDS LAW

The Kansas Open Records Act (KORA) is a law that aids persons wishing to obtain access to public records. This law requires public agencies and other public bodies to make public records available for inspection and duplication without explanation at a reasonable cost. "Public record" generally means any recorded information, regardless of form or characteristics, which is made, maintained or kept or is in the possession of any public agency. KORA does not require an agency to answer questions or prepare reports, but only to provide public records that already exist.



You may be charged a reasonable fee, not exceeding actual costs, for access to records, copies of records and staff time for processing a request.

You may be asked to submit your request for information in writing. Make your request as specific as possible to expedite the process.

You may be requested to provide proof of your identity.

A response to the request will be provided within three business days after receiving the request.

The Kansas Department of Corrections is a public agency under the open records law.

THE PUBLIC RIGHT TO ACCESS

When a public record contains information that cannot be disclosed, this law specifies that the government agency shall remove the privileged or confidential information and release the rest. KORA is designed to make the process for requesting public information a simple matter. KORA also provides that if an individual believes s/he was improperly denied access to agency records after receiving a denial by a government agency, s/he is entitled to take steps to seek reconsideration, file a complaint with the Kansas Attorney General's Office, as well as judicial review of that denial.

While most agency records are public documents which must be disclosed to the public upon request, KORA does allow public agencies to deny public access to some records when there is a specific reason provided within the open records law to do so. For example, KORA provides that a government agency may withhold from public disclosure any agency records which contain information that state or federal laws expressly prohibit the agency from releasing.

Additional information can be obtained on the Internet at: <http://www.ksag.org/content/page/id/141>

THE KDOC IS A PUBLIC AGENCY

The Kansas Department of Corrections (KDOC) is a cabinet level, executive agency responsible for administering the state correctional system. The Department:

Administers felony sentences of adult offenders committed to the custody of the Secretary of Corrections;

Operates correctional facilities for incarceration of adult felony offenders;

Provides community supervision of offenders released from prison;

Provides program services to offenders to assist them in preparing for successful return to the community; and

Administers grants to local governments pursuant to the Community Corrections Act and for the operation of a correctional conservation camp.

The KDOC collects and compiles information regarding population trends, offender characteristics and demographics, and admissions and releases. This information is published annually in a *Statistical Profile of the Offender Population*. The KDOC also publishes the *Corrections Briefing Report* annually. Information contained in the report includes an overview of the Department; our Vision, Mission, Values and Goals; issues updates; population and capacity; offender programs and services; community corrections; correctional facilities; and parole and post-release supervision.

These documents can be found on the Department's web site at www.doc.ks.gov. Printed copies of these documents are also available upon request.

WHAT YOU CANNOT ACCESS

In fact, KORA includes a long list of certain records and information a government agency may withhold from the public. See K.S.A. 45-221(2). Those include but are not limited to:

(1) Information that another law says may be kept secret.

(2) Most correctional records regarding identifiable offenders, including Social Security number.

(3) Security information, procedures or plans about jails, prisons and detention facilities.

(4) Supervision history of identifiable postrelease offenders. See also K.S.A. 22-3711.

(5) Preliminary drafts and notes, unless such items are cited publicly by the head of the agency.

(6) Some computer information, if its disclosure would jeopardize a computer system or its data.

(7) Communications between a government agency and lawyer if records of those communications would not be subject to discovery in a lawsuit.

(8) Records prepared in actual anticipation of a lawsuit under the direction of a lawyer advising the government agency.

(9) Personnel information of public employees.

(10) Medical treatment records.

(11) Records containing personal information compiled for Census purposes.

(12) Criminal investigation records.